

TOWN OF WESTFIELD

**TOWN COUNCIL**

ANDY COOK
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CLERK-TREASURER

CINDY J. GOSSARD

May 21, 2007

Dear Westfield Business Owner:

The Town of Westfield was recently introduced to an exciting new technology that is sure to have a tremendous, positive impact for promoting the public and the private assets of our wonderful community. We have accepted the services for, and will participate in, a three-year promotional campaign conducted by CGI Communications, Inc. (www.cgicomcommunications.com).

E-LocalLink, a division of CGI, will produce a series of on-line videos to showcase the assets and attributes that the Town of Westfield has to offer to its residents, its visitors, and its business community. These videos will be accessible for viewing via the Town's website (<http://www.westfield.in.gov/>).

As you know, the Town of Westfield is dedicated to making our community a great place to live, work, shop and conduct business. This project will highlight the advantages of living in and doing business here.

A representative of e-LocalLink will be contacting you with an offer for your participation. We encourage you to consider supporting this program, which we feel is truly a win-win for all involved.

Sincerely,

Bruce A. Hauk
Acting Town Manager

Community Video & Business Showcase Agreement

CGI Communications, Inc.
130 East Main Street, 8th Floor
Rochester, NY 14604
(800) 398-3029 phone
(585) 427-0075 fax

Name: Bruce Hauk
Title: Town Administrator
Address: 130 Penn Street
Town, State, Zip: Westfield, IN 46074
Phone: 317-867-2222
Email: Bhauk@westfield.in.gov
Website: <http://www.westfield.in.gov/>

This agreement is between CGI Communications, Inc. and the Town of Westfield, IN and shall remain in effect from the date it is signed by both parties until the completion of the three years of videos available for viewing on the <http://www.westfield.in.gov> website homepage. The term of this agreement shall automatically renew unless either party gives 60 days written notice of termination or modification prior to expiration.

CGI Communications, Inc. and its e-LocalLink division shall provide a Community Video Showcase as follows:

- Website Welcome video from your Mayor or other civic leader, healthcare, education and real estate/relocation (approx. 1 minute in duration)
- 2 additional videos (approx 1 minute in duration) to highlight various aspects of your community and/or organization
- Script writing and video content consultation
- A videographer to come to your location to film videos
- All aspects of video production and editing, from raw footage to final video including professional voiceovers and background music
- Final draft of Community Video Showcase content subject to your approval
- Patent-pending OneClick™ Technology and encoding of all videos into multiple streaming digital formats to play on all computer systems, browsers, and internet connection speeds; recognized player formats include WindowsMedia® and QuickTime®
- Store and stream all videos on CGI's dedicated server
- Viewer access of the Community Video Showcase from your website shall be facilitated by e-LocalLink providing HTML source code for graphic link to be prominently displayed on the <http://www.westfield.in.gov> website homepage. Code will be provided immediately upon completion and approval of finished videos
- Business sponsors allowed on the perimeter of video panels
- Duration of sponsor participation will be one year and e-LocalLink is solely responsible for annual sponsorship fulfillment including all related aspects of marketing, production, printing, and distribution
- e-LocalLink will own copyrights of the master Community Video Showcase
- The Town of Westfield, IN will assume no cost or liability for this project

The Town of Westfield, IN shall provide the following:

- A letter of introduction for the program on your organization's letterhead
- Assist with the content and script for the Community Video Showcase
- Agrees to give e-LocalLink the right to use organization's name in connection with the preparation, production, and marketing of the program set forth herein only
- Agrees to place a graphic link on the <http://www.westfield.in.gov> website homepage within 10 business days of receipt of HTML source code and have it remain there for the term of the agreement
- Provides e-LocalLink exclusive streaming video rights for the program described herein only

We, the undersigned, understand the above information and have full authority to sign this agreement.

Town of Westfield, IN

CGI Communications, Inc.

Signature:

Signature:

Nicole Rongo

Name Printed:

Name Printed: Nicole Rongo

Title:

Title: Marketing Manager

Date:

Date: May 21, 2007